

LEGAL

Statement of Purpose

To provide in-house counsel and legal representation at a level of expertise for County government.

Outcomes

1. In March, the Legal department will distribute a client satisfaction survey to all departments which will assist in determining the success of legal services offered. The outcome of achieving 95% approval rating is expected.
2. Assist all County departments with contract preparation and review. Legal department standard is to complete the requested contract procedure within five working days at least 95% of the time.
3. An attorney will attend all Board of County Commissioners, Planning Board, Board of Adjustment, and Subdivision Review Board meetings to provide immediate legal assistance.
4. To continue to provide all requesting departments with legal assistance, including research and document preparation, in a timely manner.

Legal Services

Reinventing Department

Organization: 120100

	2003/04 Actual	2004/05 Current	2005/06 Requested	2005/06 Approved	Percent Change
Revenue					
Federal & State	\$23,514	\$0	\$0	\$0	0%
Miscellaneous	2,688	0	0	0	0%
General Fund	184,510	229,536	236,994	236,994	3%
Total	\$210,712	\$229,536	\$236,994	\$236,994	3%
Expenses					
Personal Services	\$190,121	\$222,674	\$227,099	\$227,099	2%
Supplies & Operations	20,591	6,862	9,895	9,895	44%
Total	\$210,712	\$229,536	\$236,994	\$236,994	3%
Employees					
Permanent	3.00	2.80	3.00	3.00	7%
Hourly	0.00	0.00	0.00	0.00	0%
Total	3.00	2.80	3.00	3.00	7%

Fiscal Year 2003/04 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
5	5	0	0	100%

Significant Changes:

2003/04 Outcomes

Legal achieved 100% of the outcomes submitted for the 2003/04 Fiscal Year. Outcomes include receiving a 95.5 approval rating on a survey to all departments to determine the success of legal services provided. Other outcomes met include achieving a five day turnaround time for contract preparation and review 99.9% of the time.

2004/05 Outcomes

The Legal department is on track to achieve all outcomes for the 2004/05 Fiscal Year focusing primarily on providing excellent customer service and legal expertise to all county departments and the Board of Commissioners.